



City of Tigard

Tigard Workshop/Study Session Meeting – Minutes

TIGARD CITY COUNCIL

MEETING DATE/TIME: April 19, 2011 – 6:30 p.m. – Study Session and Workshop Meeting

MEETING LOCATION: City of Tigard – Town Hall, 13125 SW Hall Blvd., Tigard, OR 97223

STUDY SESSION

Council Present: Mayor Dirksen, Councilor Henderson, Councilor Wilson, Council President Buehner, and Councilor Woodard.

Staff Present: City Manager Prosser, Assistant City Manager Newton, Deputy City Recorder Krager, and Community Development Director Bunch.

At 6:30 p.m. Mayor Dirksen called the Study Session to order.

- Discuss 2011 Exemplary Citizen Award

A nomination for Tigard's Exemplary Citizen was discussed. Council agreed that nominee Jane Davies was deserving of the award. She will be honored at the 2011 Tigard Chamber of Commerce's Shining Stars banquet. Council President Buehner will attend the banquet and present the award. Also attending will be Councilor Wilson, Councilor Henderson and Councilor Woodard.

1. WORKSHOP MEETING

1.1 At 6:35 p.m. Mayor Dirksen called the Tigard City Council Workshop meeting to order.

1.2 Deputy City Recorder Krager called the roll.


	Present	Absent
Council President Buehner	✓	
Mayor Dirksen	✓	
Councilor Henderson	✓	
Councilor Woodard	✓	
Councilor Wilson	✓	

1.3 Pledge of Allegiance

- 1.4 Council Communications & Liaison Reports – none
- 1.5 Call to Council and Staff for Non-Agenda Items – none

2. JOINT MEETING WITH THE LIBRARY BOARD

Library Director Barnes said Library Board Co-chair Richard Heath would introduce the members of the Library Board. He introduced Board Members Scott Hancock, Cecilia Nguyen, Linda Monahan, and John Storhm. He said the theme this year is that the library is not just a place to get a book.

 Board Member Hancock described programs for children, teens and adults. Adult activities include travel programs, senior rail travel, discovering labyrinths, genealogy classes, AARP tax help and big screen football game viewing.

Board Member Storhm demonstrated electronic viewing of library programs. He used live internet to show how easy it is to find information about the library, your account, and how to reserve material. He described how to download e-books from the Oregon Digital Library Consortium which has 25,000 titles available from Library to Go. Project Gutenberg has e-books that can be downloaded with no limit to the number reserved. He spoke about Washington County Cooperative Library Services (WCCLS) resources which include databases, full text magazine articles and newspaper articles from thousands of newspapers through InfoTrac Newsstand.

Board Member Nguyen discussed disseminating information to the public using Twitter and Facebook. She described informative e-mails that are pushed from the library such as Books & Bits. She said the Library has a Facebook profile and if you “friend” the library you will automatically receive this information.

Council President Buehner said that while she noticed there were library programs for younger Hispanic people, she did not see many for adult Spanish speakers. She suggested the formation of a book group for patrons wishing to improve English language skills. Library Director Barnes said conversational English classes were offered in the past but attendance was very small. Due to last fiscal year’s reductions, the library no longer hosts book clubs. She said the computer classes have a translator available.

Councilor Wilson asked how the library decides what programs to offer. Board Co-chair Heath said most ideas come from staff. Library Director Barnes said they also follow trends from magazines and workshops. Mayor Dirksen asked if she thought the library was picking up the slack because the City doesn’t have a recreation program. Library Director Barnes said she wasn’t sure that the library would do less programming if Tigard had a recreation program.

Councilor Wilson asked Library Director Barnes for her opinion about the City no longer renting out rooms. Library Director Barnes said in many ways, it is much smoother without room rentals because of parking issues. Councilor Wilson asked, “Is that the library’s biggest challenge?” Library Director Barnes said what is more critical is restoring Thursday morning hours, and then adding additional parking. She said she doesn’t hear a lot about the Community Room not being available. City Manager Prosser said his office hears complaints about the City no longer offering room rentals. Council President Buehner said she also has received complaints about this.

Councilor Woodard suggested that cooking classes at the library would be popular.

Board Co-chair Heath closed by saying that the library was rated as excellent or good by 97.2 percent of those completing the 2011 survey. He thanked the Council for their continued support.

3. 1ST QUARTER COUNCIL GOAL UPDATE



City Manager Prosser noted the new format for Council goal updates, which builds off the exercise used when producing the Council Goal Work Plans. He said the Goal Report was in the Friday newsletter. He said Department Directors would summarize that report, highlighting what was accomplished towards each goal and respond to comments and questions from Council.

Goal 1: Implement Comprehensive Plan



- a. **Show substantial progress on new Tigard Triangle Master Plan** - Community Development Director Bunch said progress is being made toward this by work done on the Economic Opportunities Analysis and high-capacity transit planning. The material being prepared will form the basis for the Tigard Triangle Master Plan. He said additionally, the city has been working with Metro to designate the Triangle as a Town Center.
- b. **Update Tree Code** – Substantial progress has been made on the code provisions. Citizen outreach for both the tree code and tree grove preservation has occurred.
- c. **Participate in the Southwest Corridor Study** – Tigard is highly involved with the high capacity transit study funded by the TGM grant. Several meetings have been held with citizen technical advisory committees and some substantial technical elements are complete. A public open house and day charette is scheduled for May 25, 2011.
- d. **Work with state and regional partners to modify the Transportation Planning Rule**– Tigard has been working with Metro, Department of Land Conservation Development (LCDC) and other communities to set the stage. Community Development staff are leveraged to give Tigard the ability to have a staff member on a subcommittee whereby LCDC will be making this decision. There is a bill working its way through the legislature that gives LCDC the authority to modify the TPR. Mayor Dirksen added that the League of Oregon Cities has kept Council informed on legislative impacts on the existing TPR. He said the legislature has listened to what cities and counties have said and as a result recommended changes are in line with Tigard's concerns.
- e. **Work with Partners on Urbanization Policy Issues**– There has been substantial progress made with our partners to fulfill the city's goal not to have further urbanization in unincorporated areas of the county. This work will continue through the summer and into the fall.

Goal 2: Implement Downtown and Town Center Redevelopment Opportunities

- a. **Develop strategy and materials to attract developers and tenants**

Community Development Director Bunch said staff and other downtown stakeholders have been working with consultant Michelle Reeves on several development studies. A matrix of

development incentives was prepared with a CCAC subcommittee which will continue to investigate this. He said the first business to use the Façade Improvement Program was the liquor store on Main and Burnham and the result is great. He said staff facilitated the use of the Façade Improvement Program to help market a vacant property. He reported that city permits for Live, Laugh, Love Glass have been issued. The Green Street retrofit is moving ahead. Mayor Dirksen noted the upcoming grand opening of the Knoll affordable housing for seniors and veterans, which is the first major development in the urban renewal district.

- b. **Advance Ash Avenue Railroad Crossing**— City Manager Prosser said no milestones were reached during the first quarter.

Goal 3: Complete Plans for Parkland Acquisitions

Public Works Director Koellermeier said staff has come before Council twice recently for park purchases. He said they have a three-year communication plan and PRAB is working hard on site selection for new parks. He said that another group of parcels will come to Council for consideration in July.

Goal 4: Advance Methods of Communication

- a. **Communication is a part of everyone's job**— Assistant City Manager Newton distributed to Council a copy of the City of Tigard Logo and Design Standards booklet developed for staff to follow. The Design and Communications staff is available to meet with staff and assist with implementation. She said communication and outreach plans for all the Council Goals are being compiled and will be given to Council by the end of April.
- b. **Support efforts to change organization culture** —Human Resources Director Zodrow said this goal revolves around integrating the three organizational values; Get it Done, Do the Right Thing and Respect and Care. She said Council's goal this year is to see how engaged employees are with the values. The City Values Team recently distributed a staff survey to determine that level of engagement. 158 employees responded and results are being evaluated.

Councilor Woodard asked who did the branding and said he was impressed with it. Assistant City Manager Newton said Graphics Supervisor Marvin worked on the bulk of the document, assisted by a committee. City Manager Prosser said the design standards booklet has been seen outside of the organization and other jurisdictions have requested the name of the consultant we used. He said he is proud to say it was all done in-house.

Mayor Dirksen commented on Goal 4.b, saying programs like this are not as showy as buying land for a park but there needs to be a designed effort so an organization is always considering how to do things in a better way.

- Goal 5: Continue Coordination with Lake Oswego on Water Partnership** —Public Works Director Koellermeier said public outreach is continuing. Lake Oswego is awarding the water treatment plant design consultant contract tonight. The value planning document has been approved by the Oversight Committee. The project budget has been accepted by Tigard and

Lake Oswego budget committees. He said the Water Resources Department issued their final order on the water rights extension.


Goal 6 - Financial Stability

- a. Hold the line on the General Fund Budget** – Finance and Information Services Director LaFrance said the city is holding the line in the general fund budget. He said the first Budget Committee meeting was held on April 18. Staff will have a report for Council in the second quarter.
- b. Work with partners on long-range solutions to statewide structural problems** – Assistant City Manager Newton said there was information in the packet regarding the city's work with the legislature. A debriefing has been scheduled for the next Council business meeting on April 26, with Senator Burdick and Representative Doherty scheduled to attend. Senator Burdick will give Council a report on kicker reform legislation.
- c. Evaluate the City's internal sustainability efforts**—No progress was scheduled during the first quarter.

Police Chief Orr mentioned some Police Department activities in the last quarter. He said State Farm Insurance awarded \$10,000 for a kiosk to be placed at Bridgeport Village Cinemas. It will display crime prevention information and bulletins, which can be updated and sent directly to the kiosk via computer. He also reported that Tigard Police, in conjunction with Red Robin restaurants, raised \$56,000 through the "Tip a Cop" fundraiser, the most raised by any police department in the state. He mentioned the completion of the inventorying and bar coding of all property in police property evidence storage, which was a monumental task.

City Manager Prosser asked Council if they liked the new quarterly goal update report format and their responses were very favorable.

4. REVIEW OF THE RECYCLED WATER FEASIBILITY STUDY

 City Engineer Kyle introduced CleanWater Services Principal Engineer and Project Manager Steve Kebbe who joined him in summarizing the report that Tigard and CWS prepared on the feasibility of bringing recycled water to the downtown area.

City Engineer Kyle said the recycled water in this case is sewage which has been treated and only the cleanest and highest grade of recycled water would be used for this project. The Durham treatment plant produces this "Class A" reuse water six months of the year, from May through October. He said they don't need to treat to this level for winter discharge so the process is shut down because it is expensive to operate.

Potential uses of reuse water considered in the report include water features, toilet flushing and street cleaning. City Engineer Kyle said a key consideration for CleanWater Services is whether this project would improve the quality of water in the basin, specifically the Tualatin River and Fanno Creek.

City Engineer Kyle said reuse water can take the demand off of the drinking water supply and can be used to increase the flow in Fanno Creek, but not by directly putting it back into the creek. This must

be done along with decreased withdraws from Fanno Creek. It appears to be a sustainable practice, although costly. He said there are a many restrictions on how or for what it can be used. He said it cannot be discharged to a stream, river, creek or wetland or any other water of the state without a National Pollutant Discharge Elimination Permit. He said the permits are extremely difficult to obtain and a new permit for a new source would be almost impossible to obtain. He said, "Release of this water to Fanno Creek would be very difficult. If we were to use reuse water in a water feature, we couldn't put it in Fanno Creek. We'd have to collect it at the bottom and then pump it back up to the top and run it through again."

Council President Buehner asked why this water, which would come from the Durham Treatment plant and is destined for the Tualatin River, cannot be released back into Fanno Creek, just up the street from the treatment plant. City Engineer Kyle agreed that it is counterintuitive, but the system for regulating waste water discharge is set up as if it is still sewage. Dilution is important and there is not enough water in Fanno Creek to dilute it.

Engineer Kyle said a key issue is the goal to improve Fanno Creek water quality and quantity. He said the best way to do that is to leave the natural water in the creek by reducing irrigation withdraws, the largest of which comes from Portland Golf Club. He said to bring water to Tigard's downtown would cost \$2.7 million and there is no funding source identified. Mayor Dirksen said if our goal is to improve stream flows, maybe the question is where we could find replacement water for the Portland Golf Club and other users.

CleanWater Services Engineer Kebbe said Portland Golf Club currently has a Fanno Creek water right of 1.4 CFS, that typically runs dry in the summer. Their secondary water source is pumped well water, but it is high in salts. Their third source is Bull Run water. Engineer Kebbe said for them to use a side stream from a nearby sewer and treat water in a small scalping plant would cost \$19 million.

Councilor Wilson asked if it would make sense for them to find another source because what they spend on Bull Run water is going to increase. CleanWater Services Engineer Kebbe responded that some of the golf clubs were interested if their cost for water would be relatively the same as what potable water would cost them.

Mayor Dirksen said, "I see your recommendation is that at this point it is not feasible. It is very disappointing." He recommended staff continue exploring options and thinking outside the box because this is still an idea worth pursuing. Engineer Kyle said agencies that get into the recycled water business usually have no other choice. He said, "The idea of an urban creek or something like that is still feasible: we just need to have a pipe underneath that pumps the water around in circles."

Councilor Henderson said he has followed reuse water for some time and this is feasible all over the world. He said Tigard has not found it to be a necessity yet but as the community continues to build out, there needs to be a plan to make sure the pipes are in the right place when roads are built. The city needs to look at alternatives.

Councilor Woodard asked whether there was something in the city code preventing the installation of water reuse (purple) pipes through existing sewer pipes, or strapped to them. Engineer Kyle said he didn't recommend that.

City Engineer Kyle said a year around source and user are needed, and that means the city has to look at the industrial areas. He said a good route would be placing the pipes under the Fanno Creek Trail,

which also gives the city a reason to fix the trail. He noted that pipes placed there shouldn't be affected by floods.

Mayor Dirksen said that at the present time there isn't much of this reuse water available from the Durham plant due to river discharge requirements. He said if we want to change the mindset of the regulators this needs to become a legislative priority. City Engineer Kyle said that change would need to be on a federal level.

Council President Buehner said that as the price of potable water goes up, the feasibility of using recycled water will increase. Councilor Henderson says the story in LA is, "They're drinking that water."

5. JOINT COUNCIL-PLANNING COMMISSION WORKSHOP ON THE GREEWAY TRAIL SYSTEM


Project Planner Roberts introduced this item which brought the Planning Commission and Council together with the Park and Recreation Advisory Board (PRAB), and consultants Jamie Parks and Jessica Horning from Kittelson & Associates, Inc., and Mike Tresidder from Alta Planning + Design. Project Planner Roberts said he is working alongside Parks Manager Martin on this plan. He said the main purpose of this joint Council/Planning Commission meeting is to seek direction and input from Council prior to finishing up the plan. Consultant Parks gave a brief overview of the plan and a PowerPoint presentation. A copy of his presentation is in the meeting packet.

Planning Commissioners in attendance were Don Schmidt, Matthew Muldoon, Margaret Doherty and Richard Shavey. Neighborhood Trails Plan Citizen Advisory Committee Member Doug Vorwaller was also in attendance.

Recommended trail projects were prioritized, including three already funded. Highest priority trails included connecting Fanno Creek sections and some local trail gaps. Implementation strategies include amending regulations and seeking opportunities to develop trails through land acquisition, partnerships and grant funding. Amenities were included such as signage.

Mayor Dirksen said he was excited by the choices, particularly trails used as transportation systems and connecting the city limits to Tualatin over the Kiakuts Bridge, for example. He said he was surprised that Project ID #M-Fanno Creek Trail from Durham Road to the Tualatin River Trail didn't rise higher on the list. Consultant Parks said the City of Durham had some issues with that trail.

Mayor Dirksen noticed that decomposed granite was suggested as a trail surface and asked how well that would work for bicycling. Consultant Tresidder said it works fairly well as a bicycling surface and is not too loose of a surface. Councilor Henderson asked how deep it would be applied. Consultant Tresidder said it would be six inches deep. Mayor Dirksen said he was favorable to the use of permeable surfaces rather than asphalt.

 In response to a question from Councilor Woodard, Mayor Dirksen said the Tigard Street Trail will be a linear trail on property the city hopes to acquire from ODOT Rail. City Manager Prosser noted that ODOT is concerned about people walking too close to the rail tracks if they jaywalk from the Tigard Street trail across Main Street. He said one suggestion was to make a mini-plaza with planters at Main Street to encourage pedestrians to head towards Tigard Street to cross at Main. Mayor

Dirksen said there was a funding source at the Metro level designated for active transportation (any transportation that is not automobile oriented). He said this should be pursued.

Project Planner Roberts said the trail along Tigard Street was also considered for one leg of a speedwalking course loop but unfortunately, there are too many buildings and vegetation alongside the trail, and according to the race contacts staff consulted, the entire course must be visible from a central point. Councilor Henderson asked if another spot for speedwalking could be located as he felt there was a tremendous desire for recreational use.

Councilor Wilson asked if any trails were identified that needed immediate improvement. Consultant Parks replied that the Tualatin River trail west of Cook Park varies in width between four and ten feet and the plan recommends a uniform ten-foot width.

Councilor Woodard brought up the idea of a strip of land for exercise with equipment installed for chin-up and stair-step stations and thought the Tigard Street Trail might be a good place. Mayor Dirksen said the school property recently purchased has some exercise course components.

Councilor Wilson asked if there was a process in place governing how the parks bond money will be allocated between acquisitions, improvements, trails or greenspace. Parks Manager Martin said the PRAB first looked at the sections from Woodard Park to Main to connect the Fanno Creek trail and applied for a grant, but it didn't come through. He said PRAB is currently considering development because the timeline for that will be longer than for acquisitions. PRAB hasn't decided how much to spend on trails or on parks, they are getting a handle on it right now. Mayor Dirksen asked about their timeline. Parks Manager Martin said they are starting on some park master plans and are moving the process forward.

Planning Commissioner Muldoon asked if the consultants were sensitive to the downturn in the economy when developing costs. He noted that some steel beam bridges were designed and metal prices have escalated. Consultant Parks said they looked at things on a planning level, and supplied low- to-high-cost options, which are not specific.

Planning Commissioner Shavey noted that the plan will be reevaluated in five years and asked about that schedule. Consultant Parks said the Transportation System Plan stated that there should be a trail plan and now that there is one, the group decided it should be updated every five years.

Regarding the proposed trail connecting Jack Park to the fire station parking lot and Walnut Street via a bridge, Council President Buehner suggested a dedicated crosswalk across Walnut Street because of traffic volume.

Councilor Woodard asked about the high cost of the Durham Road to Tualatin River trail. Mayor Dirksen said part of the cost is right-of-way acquisition and the fact that it is in another jurisdiction. Consultant Parks added that a new bridge over Fanno Creek is a considerable portion of the cost. Projects Planner Roberts said the bike trails map shows a connection from 85th to the Kiakuts Bridge, through CWS property. He said however, this is in a restoration area so a discussion on this alignment would need a higher level conversation.

Mayor Dirksen said this plan is ambitious, but the projects that came to the top look feasible.

Citizen Advisory Committee Member Vorwaller said they had a good leadership team and good consultants who put a lot of input into prioritizing and planning. He said one concern he has is losing

greenways and trails that are on the Summer Creek plan. He said there are temporary workarounds which are on-road but we are dropping off the long-term joint. He'd like to keep the trails as planned for short term. There is potential to connect the west side with Fanno Creek. Council President Buehner said she supported this because of the shortage of trails in the western part of Tigard.


6. **TIGARD DEVELOPMENT CODE (TDC) REGULATORY IMPROVEMENT INITIATIVE (RII) UPDATE AND WORKSHOP**

Associate Planner Floyd updated Council on the latest package of the Regulatory Initiative (RII) code amendments. He said this phase contains the use classifications adopted six months ago, corrects known problems, and improves decision making procedures and the way the city classifies land use. He referred to Attachment 1 of the meeting packet information which lists the approximately 39 code chapters requiring changes with this RII.

He said staff maintains a database of issues with the code and out of 70 current items, this latest update covers at least 20. Staff is assembling a large amount of director interpretations as these need to be codified.

Council President Buehner asked why subdivision approvals don't go to the Planning Commission. She said the public needs a forum to vent their concerns and issues and wants staff to look at whether this process should be amended for larger subdivisions, as they are more controversial. She felt this may result in fewer appeals.

Councilor Wilson said the decision not to put subdivisions before the Planning Commission happened while he was a Planning Commissioner. He said they heard subdivision after subdivision and the public hearings were packed. He said it was seldom that the Planning Commission made a substantive change as a result of a neighbor raising an issue. He commented that Hearings Officer meetings are also open to the public. Councilor Buehner suggested that many people are intimidated by the Hearings Officer. She said the volume of subdivisions will never increase to what it was when Councilor Wilson was on the Planning Commission.

 Community Development Director Bunch said some jurisdictions create development review boards tasked with considering subdivisions from a design standpoint. It was controversial and very staff intensive. But it led to many good decisions that fostered nice design and development. He said "Communities have a policy opportunity to express their values in one way or another, but it really is a political decision." Community Development Director Bunch said the design review board has quasi-judicial authority. Mayor Dirksen asked if a form-based code achieves the same thing. Community Development Director Bunch said that in some respects it does.

Community Development Director Bunch said the decision on whether to put subdivisions before the Planning Commission, a design review board, or continue as it is being done now, should be based on resources. He suggested investigating this now and once Tigard starts picking up subdivisions again, reexamine it.

Councilor Wilson said the city may start to experience controversy as infill occurs. Community Development Director Bunch recommended creating a design review process for infill development standards in order to maintain the neighborhood character. Mayor Dirksen said he is intrigued, and

asked, “Why wait until we need it to start looking at it? Put it in place now.” City Manager Prosser asked if this should be done as part of the regulatory review process. Community Development Director Bunch said he recommended it be constructed as part of the regulatory review process because it follows the use category and decision making process. He suggested putting the framework in the code.

Councilor Wilson said he has been in front of many design review boards in his career and his experience is that Portland’s is the best because it is staffed by very competent architects. Design review boards in smaller cities lack enough experienced professionals who would volunteer to be on the board. Sometimes big corporations can be intimidating. Mayor Dirksen asked if Tigard could have a professional board. Community Development Director Bunch said some cities do this for specific and more difficult projects. He added that from a practical standpoint, design review boards need to be backed up by the code and a community culture that supports them.

Council President Buehner asked if Planning Commissioners working with staff on updates have thought of including people with private sector experience who use these codes on a daily basis.

Councilor Woodard suggested building in trigger points during design development where neighbors and stakeholders would be engaged.

Council President Buehner said she’d like to discuss the private street provision, which she feels does not work. City Manager Prosser reminded Councilors of the time and said a lot of great ideas were coming forth for the code but this phase is about the decision-making process.

Mayor Dirksen asked Council if they had read the questions for them in the staff report and if they had any comments or suggestions for staff. Council President Buehner strongly advocated putting in legislative history because it would cut off disagreements when applications come in. Mayor Dirksen agreed and suggested the placement be in the front because it, “can answer the question before it gets asked.”

Councilor Wilson recommended against having the legislative history in the front. Associate Planner Floyd interjected that Portland’s practice is to reference ordinance numbers in front in sequence. Councilor Wilson agreed with it. Community Development Director Bunch said it could be found in the records managements system – Accella – and there is a way to call up this information.

Associate Planner Floyd asked how narrowly Council wanted code amendments defined. He said there are often small corrections that don’t warrant a separate amendment. He asked Council if they minded, if these could be considered with others that may or may not be related. Mayor Dirksen said it would depend and Council should be asked whether or not to consider them together.

7. COUNCIL LIAISON REPORTS - None

- 8. NON-AGENDA ITEMS –** City Manager Recruitment: Mayor Dirksen said Human Resources Director Zodrow would like to meet with Council to consider a consultant soon. He asked Council if they would be available on May 3 for a Special Meeting and Council said they were available. Mayor Dirksen said he is still working on a list of names for Councilors to interview that includes staff, prominent citizens, community leaders, activists, and business leaders, and will have that list for Council

next week. City Manager Prosser and Assistant City Manager Newton are working on some basic questions.

9. **EXECUTIVE SESSION** – None held

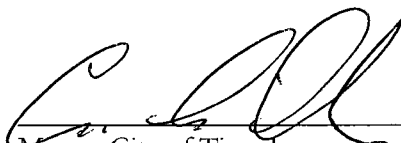
10. **ADJOURNMENT**

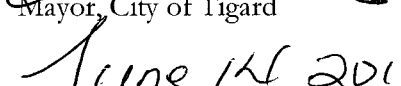
At 9:34 pm Councilor Wilson moved for adjournment. The motion was seconded by Council President Buehner and all voted in favor.

	Yes	No
Council President Buehner	✓	
Mayor Dirksen	✓	
Councilor Henderson	✓	
Councilor Woodard	✓	
Councilor Wilson	✓	


Carol A. Krager, Deputy City Recorder

Attest:



Mayor, City of Tigard


Date